

**Bay Haven Charter Academy, Inc.**  
**Board of Directors Meeting Minutes**  
**Thursday, November 10, 2016**  
**Bay Haven Charter Academy**  
**Media Center**  
**4:00 pm**

**Attending: Mr. Jon McFatter, Dr. Jeremy Hatcher, Mr. Scott Reeve, Mrs. Sandy Porter, Mr. Waylon Thompson, Mr. Neel Bennett, Mrs. Tiffany Ennis, Mrs. Scotti Haney, Mr. David Haight**

**Others attending: Mr. Tim Sloan, Mr. Larry Bolinger**

**Absent: Neel Bennett, Sandy Porter**

- I. Call to Order** - 4:00 p.m.
- II. Pledge of Allegiance** – Mr. Jon McFatter
- III. Prayer** – Mr. Waylon Thompson
- IV. Approval of Agenda** – Mrs. Ennis made a motion to approve the agenda with additions “VIII G. and “aquaponics lab” to VII B. Mr. Thompson seconded the motion. All in favor, no further discussion, motion carries.
- V. Approval of Minutes** – 10/06/2016 – Mr. Thompson made a motion to approve the minutes for 10/6/16 as presented. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
- VI. Student/Staff Recognitions**
  - A. NBH – National Merit Winners – There were two semi-finalists and three National Merit Commended students.
  - B. NBHE – Staff recognition – Mrs. Ashley Christie – won five grants last year and has been awarded 3 this year.
  - C. Haven staff – staff recognition – Mr. Ray Arrington, one of our bus drivers, was recognized for his role in preventing a head-on collision while he was driving the bus for the NBH football team.
  - D. Introduction of Talitha McVay – new accounting manager
- VII. Action Items**
  - A. Approval of Revised and Updated By-Laws – Dr. Hatcher asked if a board member could attend a meeting via phone. Mr. Sloan indicated there is a provision for attending by phone. Mr. Thompson made a motion to approve as presented. Mr. Reeve seconded the motion. All in favor, no further discussion, motion carries.
  - B. Discussion of Donation for and Construction of Tennis Courts and Aquaponics Lab –The actual specs and location would be approved by Bay Haven. Dr. Hatcher made a motion to approve the agreement as presented with any changes approved by the president including the exact amount provided by the contractor as well as the third amendment of the design-build contract. Mrs.

Ennis seconded the motion. All in favor, no further discussion, motion carries. This agreement is just for the tennis courts. The aquaponics lab will have a similar agreement.

- C. Ratification of 2<sup>nd</sup> Amendment to AIA contract – Specifies notice to proceed no later than Nov 1<sup>st</sup>, with substantial completion by 7/26/17, and final completion by 8/15/17. Mrs. Ennis made a motion to ratify 2<sup>nd</sup> amendment to the AIA contract as presented. Dr. Hatcher seconded the motion. All in favor, no further discussion motion carries.
- D. Authorize Board President to sign closing documents on the 16 acres – The closing looks to be after the 15<sup>th</sup>. Mrs. Ennis made a motion to authorize the Board President to sign the closing documents on the 16 acres in the form acceptable to the president. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.

#### **VIII. Informational Items**

- A. Update on 27 acres on Hwy 22 – Mr. McFatter has not been able to get a number on harvesting the timber yet. Mrs. Ennis will get another contact for him as well. Mr. Bennett has been in contact with Counts Realty. The property has been pulled from MLS and we do not have it under contract for a numerical value to sell it at this point.
- B. Update on closing on 16 acres – already discussed, see item VII (D) above.
- C. CEO Quarterly Report – Mr. Bolinger gave out a School Improvement Plan to all board members.
- D. Update on HR Manual – Mrs. Haney and Mrs. Mackey have met a couple of times and are beginning the process.
- E. Admin Building at NBH – The CFO would like to wait until the December numbers and financial reports done to make sure that the \$1.5 million previously discussed would be available. GAC would like to see the elementary school finished first, but staggering can be done. The question was posed regarding if the board wishes to get the geo-technical work done (soils report) for the site of the admin building. The Board agreed that this is what they wished and gave Mr. Bolinger the authorization to spend the money for this. Mr. White will get the architects to begin to look at a design.
- F. Surveys – NBH is going through their accreditation. We did an instructional survey for the accreditation purposes for them. This was not a climate survey. Mr. McFatter wishes to do a new survey which will be short, for staff, and hopes to be able to do that before Christmas.
- G. Open Hire positions – Mr. Haight wished to discuss some method of having an open position that we can hire into where we can act swiftly on a hire without having to wait for Board approval. He would like to see this as an agenda item for a future meeting.

**IX. Announcements**

- A. Agenda meeting for the next board meeting will be Thursday, January 5<sup>th</sup> at noon. Please get any items for discussion to Mr. McFatter or Ms. Maddox by that time.
- B. Next Board meeting will be held on Thursday, January 12<sup>th</sup> at 4:00 p.m. at the Bay Haven campus in the Media Center.

**X. Public Comments** – A comment was made to please send something out to teachers to clear up the fact that the survey was not a climate survey. The concerns for a climate survey were how we roll this out so that it is clearly anonymous and clearly secure. Roberta, Scott and Jason will get together to discuss security and anonymity.

**XI. Board Comments** – Mr. Haight – On page 13 of the board packet, Human Resources report, he requested that Mrs. Mackey please list the subject that the teacher is teaching if one leaves. On page 15, the enrollment and wait list, he asked why we were not full. He pointed out page 22, the paragraph on fall and winter sports, how proud of athletics he was. A commendation was expressed to Julie Hale for graphics arts covers displayed in the window of her classroom. Update on grade appeal was given. Unfortunately, the appeal was not granted so the two letter grades stand. Dr. Hanna (FSU) has asked to meet with Mr. McLaughlin and Mr. Bolinger next Monday to discuss an articulation agreement. Mr. McFatter mentioned that on December 12<sup>th</sup> 3:30 p.m. at the NBH Gym there will be a celebration for all employees.

**XII. Adjournment** – 5:45 p.m.